

community flood plan



Parishes and communities working together

Community or group	Houghton and Wyton
---------------------------	--------------------

Floodline Quickdial	Tel - 0345 988 1188 Quick dial - 032341
----------------------------	--

Local flood warning trigger When EA Flood Alert is issued or water is within a 200mm breach of Back Brook or the established flood defences. When instructed by EA or the fire service.

Address	Parish Office Saint Mary's Centre, Chapel Lane, Houghton
----------------	---

Which Environment Agency flood warnings are you registered to receive?	Environment Agency Flood Alert
---	--------------------------------

Date	August 2021
-------------	-------------

Contents

Introduction

1. Actions to be taken before a flood

- A - Locations at risk of flooding: flood warnings
- B - Locations at risk of flooding: locations at risk of flooding / sources of flooding
- C - Locations at risk of flooding: map showing direction of flooding

2. Actions to be taken during a flood

- A - Local flood actions
- B - Local volunteers / flood wardens
- C - Important telephone numbers
- D - Available resources
- E - Arrangements between authorities
- F - Vulnerable residents, properties and locations

3. In the event of an emergency evacuation

- A- Evacuation reception
- B- Information gathering and reporting

4. Appendix

- 1. Rolls
- 2. Glossary
- 3. Watercourses
- 4. Assets
- 5. CCC Action model
- 6. Flood Zone risk tables as defined by EA

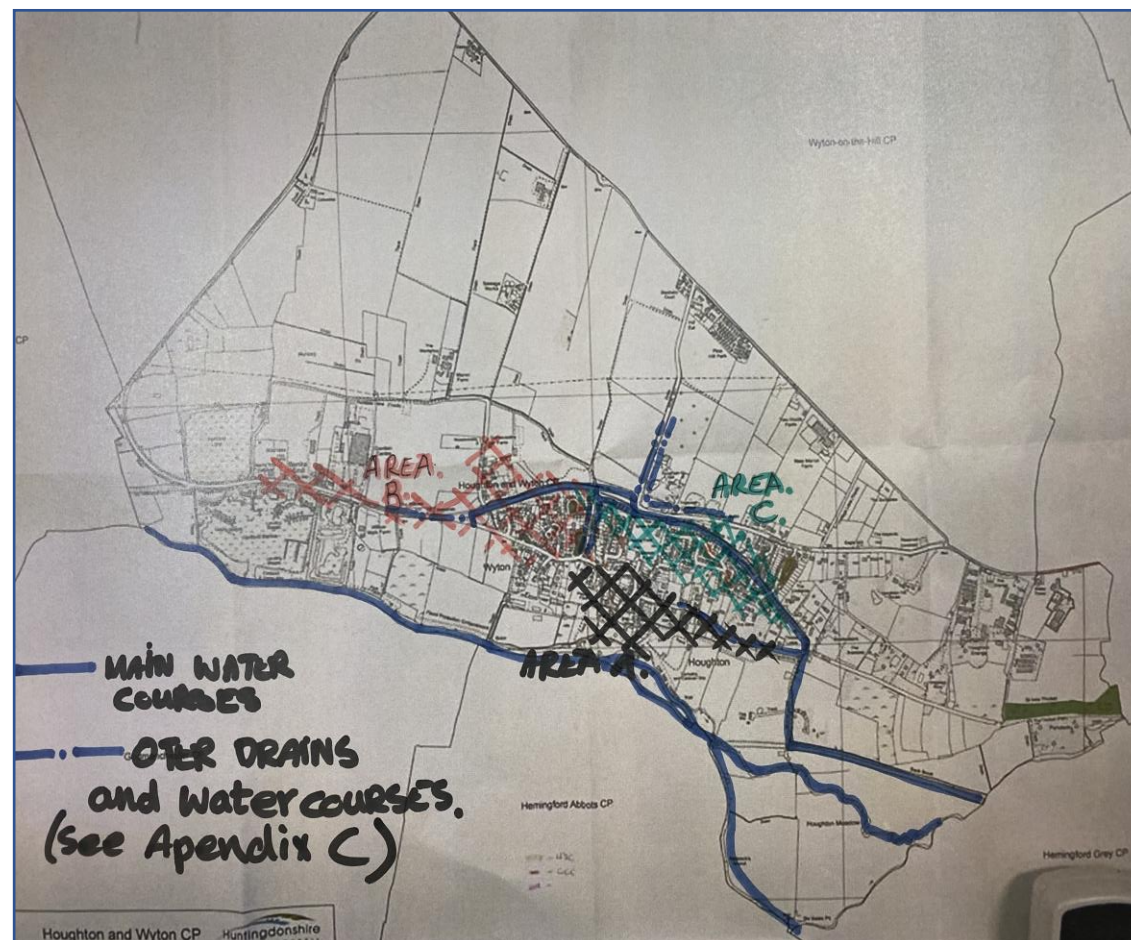


Introduction

The Community Flood Action Plan has been drawn up in accordance with Environment Agency guidance and is endorsed by them and the Houghton and Wyton Parish Council. The plan is maintained by the Community Flood Action Group and is supported by the parish Time Bank.

1A – Locations at risk of flooding: Flood warnings

Area number	Location of risk	Trigger level	Actions
Area 1	Areas adjacent to flood defences close to Houghton Mill and Thicket road	200mm below flood defence levels or the issuing of EA Flood Warning	Alert residents. Instigate flood preparations. Prepare Evacuations.
Area 2	Properties at Hartford Marina, Splash Lane and Banks End	200mm below flood defence levels or the issuing of EA Flood Warning	Alert residents. Instigate flood preparations. Prepare Evacuations
Area 3	All areas south of Back Brook	200mm below flood defences or water levels at 200mm below the top of back brook at any point along its length	Alert residents. Instigate flood preparations. Prepare Evacuations.



Large areas of Houghton and Wyton between the river Great Ouse and the A1123 and along the adopted watercourse of Back Brook are at varying risk from flooding. This can be seen by consulting the flood risk map in section 1C

General- Properties from Banks End at the western end of the village to Home Farm Road and Meadow Lane at the Eastern end of the Parish seem to be at risk of sewer surcharge. No external systems are in place to specifically warn of this threat. Action should be therefore be taken commensurate with EA warnings for flooding

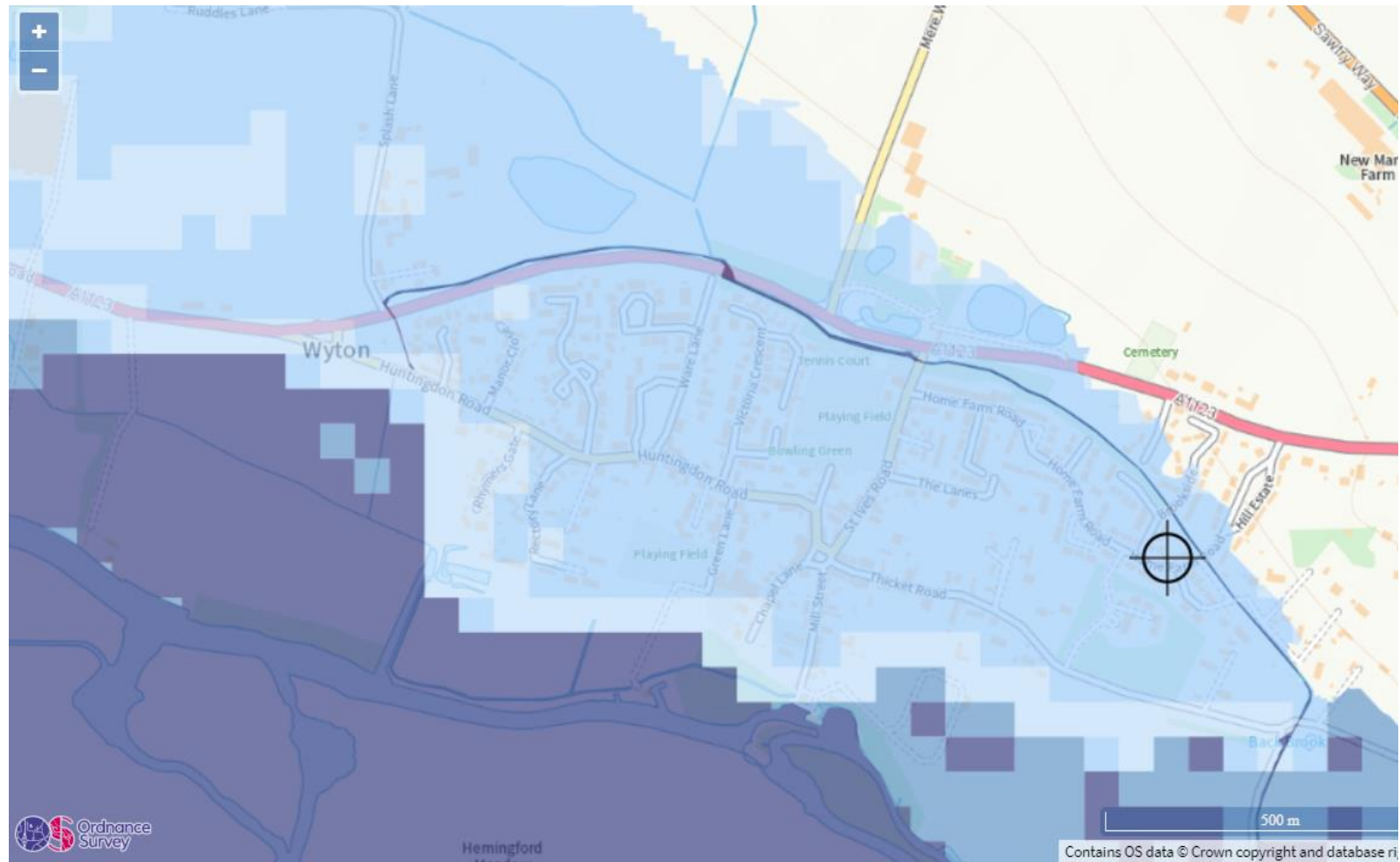
1B – Locations at risk of flooding: locations at risk of flooding / sources of flooding

Areas at risk from flooding and the direction of flooding.

Area number	Location at risk	Source of flooding	Direction of flooding
Area 1	Areas adjacent to flood defences close to Houghton Mill and the river, Mill Street, South sections of Chapel Lane, Love Lane	River and Groundwater and risk of overtopping drainage systems	From the South
Area 2	Campsite at Houghton Mill (Easter to October only)	River and Groundwater	River Flooding from the Millpond and Millstream (tributaries of river Great Ouse)
Area 3	Properties at Hertford Marina residential and commercial	River Flooding and overtopping of drainage ditches	From the river and marina in the south and from drainage ditches and lakes to the north
Area 4	Areas South of Back Brook – Not all properties on these roads at the same risk of flooding Warren Close, Ware Lane, Victoria Crescent North sections of St Ives Road Home Farm Road, Meadow Lane, Wessel, Lesley Green Road, Brookside, Ansley Road	Groundwater and overtopping of Back Brook	Mostly from the North of the village if Back Brook Overtops but some risk of groundwater flooding in places
Area 5	Properties on Thicket Road Thicket Road	Groundwater, River and Drainage Ditches	Mainly from the South (river and drainage ditches on the north side of flood deface banking). Some risk from the north and some groundwater risk
Area 6	Western sections of Wyton along A1123 Splash Lane Banks End	Overtopping of Drainage Ditches and leakage from the river defences at the west of the village. Groundwater and field run off as well as ditch overtopping close to Banks End.	From the North and from drainage ditches close to A1123

1C – Locations at risk of flooding: map and descriptions explaining the possible direction of flooding

Flood risk from rivers



Extent of flooding from rivers or the sea

● [High](#) ● [Medium](#) ● [Low](#) ● [Very low](#) ⊕ Location you selected

Flood Risk from surface water

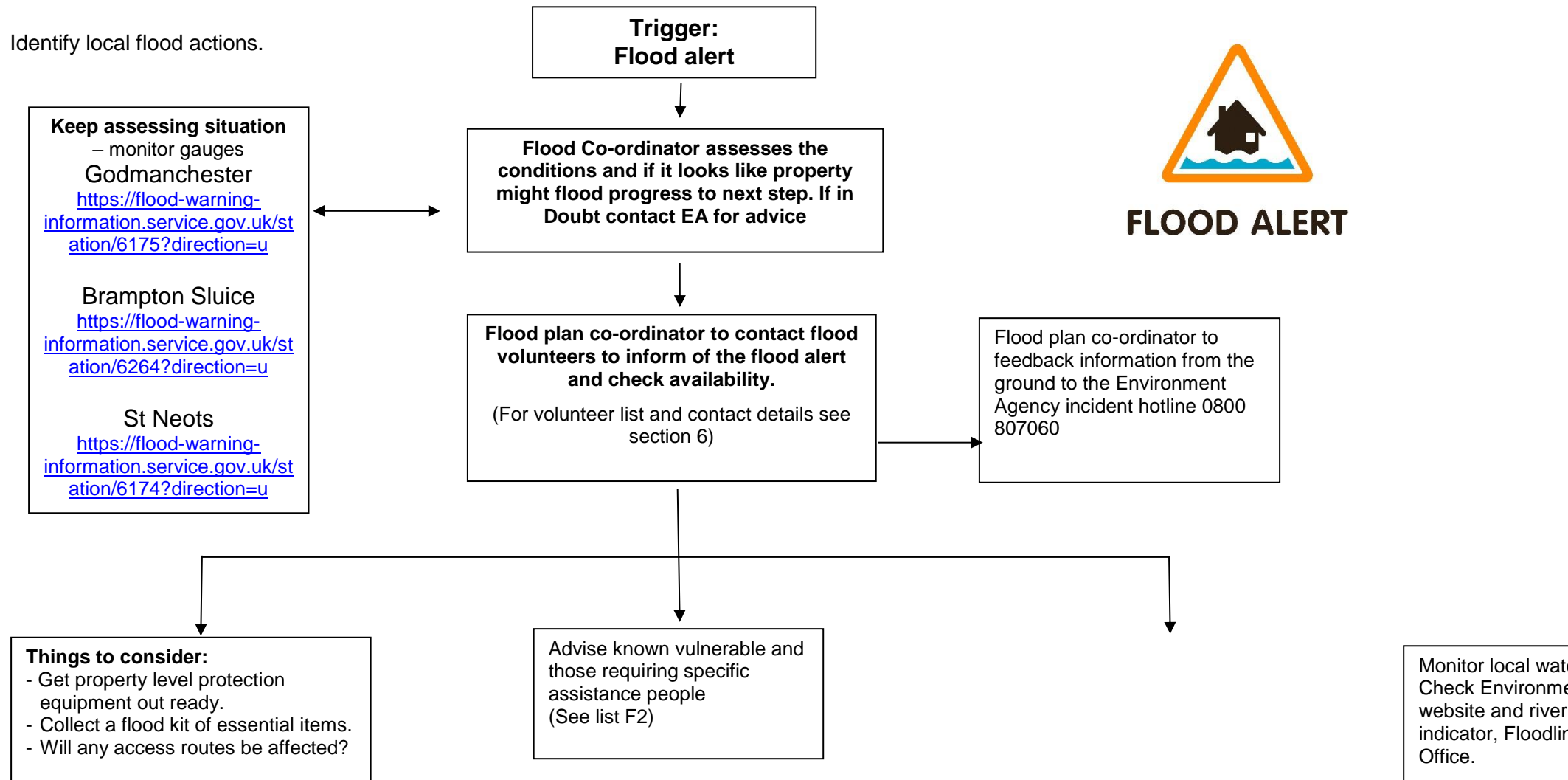


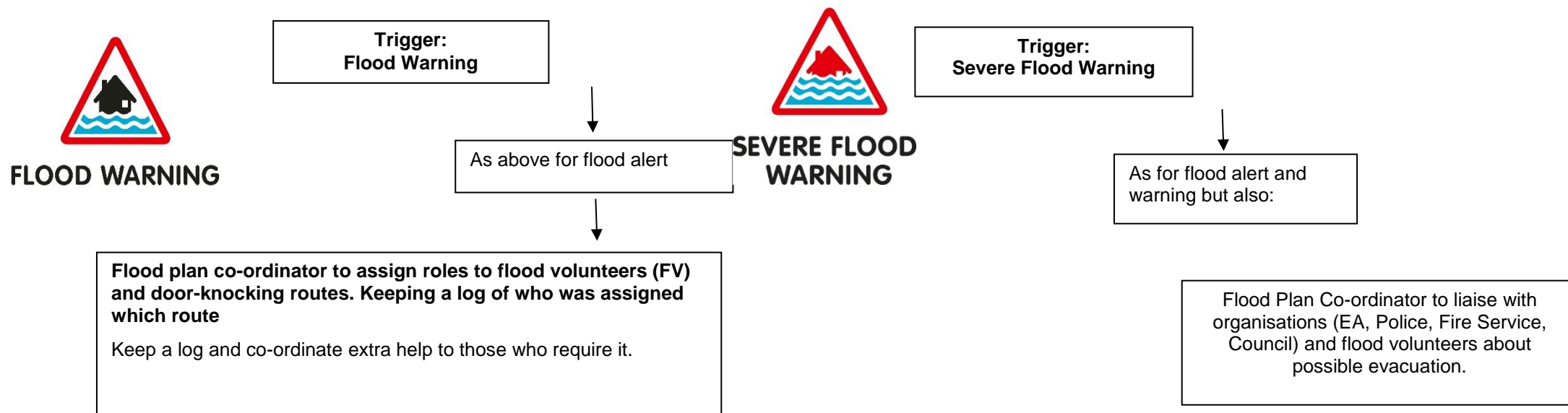
Extent of flooding from surface water

● High ● Medium ● Low ○ Very low ⊕ Location you selected

2A – Actions to be taken during a flood: local flood actions

Identify local flood actions.





The Flood Plan Co-ordinator has signed up to receive flood warnings from the Environment Agency. When a flood alert, warning or severe flood warning is issued this flood plan will be activated by the Flood Plan Co-ordinator.

On receipt of a flood warning the Flood Plan Co-ordinator or deputy will contact and inform all available flood volunteers by phone using the contact details listed in Section 5. The Flood Plan Co-ordinator may request that the flood volunteers report to the parish church for a briefing on the current situation and then decide on the action required.

The National Trust will be contacted to ensure residents at the campsite have been informed of the risk of flooding and have been asked to leave the site.

Further details on the roles of the Flood Plan Co-ordinator and flood volunteers are detailed in [Appendix 2](#).

2B – Actions to be taken during a flood: local volunteers / flood wardens

List local volunteers/flood wardens that could be contacted in an incident. They may be required to lift heavy sandbags so should be reasonably active or fit. Consider using other volunteers such as communicators, administrators or minders of vulnerable people during an incident. These volunteers could be registered on the Environment Agency's Floodline Warnings Direct service so they receive the flood warnings. **Volunteers must not put their own life or wellbeing at risk.**

Name	Address	Telephone Day	Telephone Evening	Mobile

2C – Actions to be taken during a flood: Important telephone numbers

Make a list of important telephone numbers so all the information you require during an incident is readily available.

Organisation	Telephone (office hours)	Telephone (out of hours)	web
Floodline	0345 9881188 – Quick dial 032341	24hr	https://flood-warning-information.service.gov.uk/warnings
Environment Agency	Incident Hotline 0800 807060	24hr	https://www.gov.uk/government/organisations/environment-agency floodalerts.com for interactive flood alerts
Parish Council	01480 467209 07717 739 990	clerk@houghtonwytonpc.co.uk	https://www.houghtonwytonpc.co.uk/contact-the-clerk
Huntingdon District Council	Emergency Contact 01480 388388	Report a civil Emergency 01480 434167	https://www.huntingdonshire.gov.uk/contact-us/emergency-contact/
Cambridge County Council	03450 455200	For flooding, their emergency page directs you to floodline	https://www.cambridgeshire.gov.uk/council/emergency-planning/what-to-do-in-an-emergency
Fire & Rescue Service	101/999	24hr	
National Trust – Houghton Mill	01480 301494	0344 800 1895	https://www.nationaltrust.org.uk/contact-us
Police	101/999	24hr	
Ambulance Service	101/999	24hr	
Anglian Water	Report an Issue 03457 145145	24hr	https://www.anglianwater.co.uk/contact-us/
National Grid Electricity emergencies	Power Cuts: 105 Power Lines 0800 404090	24hr	https://www.nationalgrid.com/uk/contact-us

National Grid Gas emergencies	Smell gas? 0800 111999	24hr	https://www.nationalgrid.com/uk/contact-us
Openreach (Telecoms)	0800 023 2023 (Option 1)	24hr	https://www.openreach.com/help-and-support/damage-health-and-safety
Adjacent Town/Parish Councils	Hemingford Grey: Clerk: Gail Stoehr 01954 210241	parish.clerk@hemingfordgreyparishcouncil.gov.uk	https://www.hemingfordgreyparishcouncil.gov.uk/
Adjacent Town/Parish Councils	Hemingford Abbots: Clerk: Maxine Blewett	parishclerk@hemingford-abbots.org.uk	https://www.hemingford-abbots.org.uk/index.php
Adjacent Town/Parish Councils	St.Ives town: Clerk: Mrs A Benfield 01480 388929	clerk@stivestowncouncil.gov.uk	https://www.stivestowncouncil.gov.uk/
Facebook info			https://www.facebook.com/HoughtonWytonCommunity
Gauge map for Houghton Lock			http://www.Gaugemap.co.uk/#!/detail/1562
Twitter		Regular tweets of river levels at Houghton	@riverlevel_2460
WhatsApp		Are there community WhatsApp groups that could be used in an emergency?	

2D – Actions to be taken during a flood: Available resources

Identify available resources.

Organisation	Resource	Number	Location	Notes
Parish Council	Sandbags, shovels, polythene sheets, floorboards, bricks, air brick covers.		TBC	Materials to mitigate flood damage. Bricks to elevate non moveable furniture items.
Parish Council	Hi-Vis jackets, megaphone, batteries, phone chargers, torches, clipboards, pens, paper		TBC	Supplies to assist co-ordinators during an event.
Community shop	Food/drink supplies in case of evacuation/power loss.	01480 464732	Houghton	Food parcels for people evacuated or with prolonged power loss.
Shallow draft Boats + Boat Hire			Houghton Environment Agency	Houghton boats likely to be inaccessible during flood. Likely role of Fire & Rescue
Four wheel drive vehicles			Houghton and Wyton	Possible Time Bank function? Will this be a call to help during the event?

2E – Actions to be taken during a flood: Arrangements between authorities

Details of specific arrangements between the various authorities to be included here. From EA document “Flood plan guidance for communities and groups” Appendix 3, who does what?

Organisation(s)	Agreed arrangement
Police	Takes an overall co-ordination role during an incident.
Fire and Rescue Service	<ul style="list-style-type: none"> • responds to all emergency incidents as required; • assists the public where a need is identified and the use of Fire Service personnel and equipment is required.
Environment Agency	<ul style="list-style-type: none"> • issues flood warnings for flooding from rivers, the sea and groundwater; • receives and records details of flooding incidents; • monitors the situation and advises other organisations; • deals with emergency repairs and blockages on main rivers and own structures; • responds to pollution incidents; • advises on waste disposal issues.
County Council	<ul style="list-style-type: none"> • co-ordinates emergency arrangements; • maintains safe conditions on the roads; • puts flood warning signs on the highway; • organises road closures and traffic diversions; • clears blockages on highway drainage systems; • may take action to protect property from flooding by water from the highway where there is a failure of the highway drainage system.
Lead Local Flood Authorities (LLFA) –	<ul style="list-style-type: none"> • leads the co-ordination of flood risk management in their areas; • develops local flood risk management strategies for local sources of flooding; • manages surface water and groundwater flooding; • maintains a register of structures or features which have a significant effect on flood risk in their area; • investigates flooding incidents in its area. <p>Note, this is our county council. See https://www.local.gov.uk/topics/severe-weather/flooding/local-flood-risk-management/managing-flood-risk-roles-and</p>
District Council	<ul style="list-style-type: none"> • co-ordinates emergency response for its own area; • issues flood warnings (by local agreement with Environment Agency);

	<ul style="list-style-type: none"> • provides emergency assistance including providing sandbags; • clears blocked watercourses (Land Drainage Act powers); • deals with environmental health issues including pollution; • clears blocked road channels and gully gratings and street cleaning; • runs emergency planning support groups.
Town and Parish Council	<ul style="list-style-type: none"> • issues flood warnings (by local agreement with Environment Agency); • may distribute sandbags.
Water companies	<ul style="list-style-type: none"> • clears blockages in public sewers; • may take action to protect property from flooding by water from the public water mains or discharges from the public sewerage systems.
Electricity, gas and telecommunication companies	<ul style="list-style-type: none"> • attends to emergencies relating to their service at properties where life is at risk as a result of flooding; • attends to flooding emergencies at their own serviced installations.
Large industrial companies	<ul style="list-style-type: none"> • protects own premises and installations; • provides resources which could be hired.
Property owners	<ul style="list-style-type: none"> • moves to a safe area if life at risk; • prevents water from entering property if possible; • switches off electricity and gas supplies at mains; • moves valuable possessions above areas liable to be flooded.

2F – Actions to be taken during a flood: Vulnerable residents, properties and locations

List vulnerable people, properties and locations where early assistance may be required.

Name	Address	Daytime telephone	Evening telephone	Assistance required

3 A - In the event of an emergency evacuation

Emergency evacuation will be handled by the emergency services, which have procedures in place.

Tesco is 24/7 apart from Sundays. It occupies high ground at Sapley on the A141. Supplies can be purchased for the reception centre but must have approval from the Parish Council. Provisions may also be available at the community shop however as this is within a flood risk area, it may not be available during severe flooding events.

Items listed under hardware could be purchased in advance or can be available from the evacuation centre.

Headware

Disposable:
plates
cutlery
cups
napkins
Serviettes

General

Milk
Tea
Coffee
Sugar
Biscuits
Squash

Breakfast

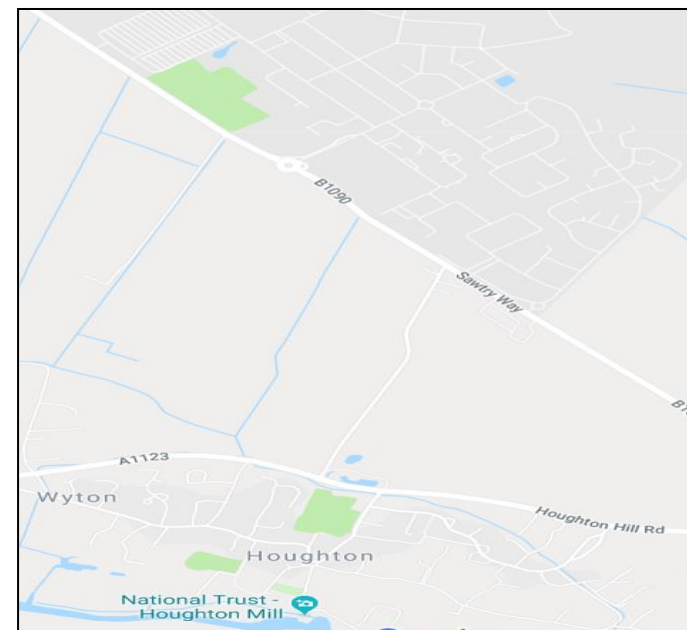
Cereals
Bread
Spread
Preserves
Fruit various
Cereal Bars

Lunch or Dinner

Provision for making
sandwiches and or
soup.
Fruit juice
Cakes and pies
Fruit

Houghton Mill is within the flood bank defences and so is vulnerable to both groundwater and river flooding. As the site is populated by tents, caravans and mobile homes it will be necessary to organise the evacuation of the site at the point at which the EA issues a Flood Warning.

Tourists staying at the site should therefore be moved away from the risk of flooding before the event occurs to ensure they do not become a further drain on local resources. The removal of tents and vans and closure of the site should be organised by the National Trust and its staff.



3 B – Actions in the event of an emergency evacuations-

- Work with emergency services to provide information about and support for vulnerable residents
- Create log of residents that may require further assistance from Cambridgeshire County Council and Cambridgeshire Community Emergency Response Team (CCERTS).
- Collate photos, water levels and any other relevant information relating to specific incidents during the flood event. Communicate to appropriate governing body and record feedback from them e.g. issue with sluice on Meadow Lane during flooding Dec 2020. Encourage residents to raise issues with authorities via the CFAG rather than individually.
- Post flood feedback meeting to be convened as soon as possible after incident.
- Stock-take on equipment/supplies.

Appendix

Introduction and context

Our Village is set on the North bank of the river Great Ouse in Cambridgeshire, between Huntingdon and St Ives. The provision of flood banks, protecting the village from the river, together with active river water management by the Environment Agency (EA) has reduced the risk of river inundation. Though some localised flooding has occurred from time to time, there have been no major or widespread flooding events affecting residential parts of the village for some years. The events of the winter 2020/ 21 have illustrated there is still a need to be prepared.

Increasing populations, together with the installation of major flood defences and significant housing development, threaten to change the capacity of the wider catchment to store water before it is discharged into the river system. There is evidence that this can result in more rapid river rise, greater flow rates and higher river depths in some areas.

Climate modelling predictions warn of more frequent severe weather events. These warnings of more severe winter rainfall events occurring with increased frequency, together with the changes we are seeing to the wider catchment of the Great Ouse suggest an increasing flood risk to the people and property within the parish.

The current risk of flooding without the effects of climate change and development is significant. The majority of the village between the river and the A1123 is low lying with the river and its tributaries to the south and the adopted drainage ditch known as Back Brook to the north and east of the village.

Inundation as a result of river flooding is unlikely to be severe as the banked defences, together with EA pumping stations and flood meadows that protect the village, should be effective in most situations. It is imperative that the structural flood defences are well maintained, that the EA continue to manage floodwater and that defences are deployed where openings in flood defence around the Mill exist.

It is thought that a greater risk of river flooding is associated with the potential for overtopping and inundation from Back Brook. This adopted watercourse manages both rainwater and point where it can be taken east of the village at

Inundation from associated with Back particularly at Banks End, Houghton Road and Ware



water from the groundwater into the main Meadow

overtopping Brook is also Splash Lane Lane.



north of the village taking around the village to a river system to the south Lane.

watercourses and ditches a possibility in Wyton and the western end of

Water depth marker at the mill

Water depth marker at Thicket/ Meadow Lane

Surface water flooding associated with rainwater accumulation and run-off is also a threat at various places around Houghton and Wyton. Surrounding hills direct excess rainwater run off to ditches and watercourses that drain through or around the village before reaching the river system.

The risk of flooding from rainwater run off appears to be exacerbated by the apparent lack of capacity in the foul water drainage system. This has seen a significant risk of sewage water surcharge at times of heavy rain and when the ground is saturated.

Due to the prevailing geology and topography and the low-lying nature of much of the residential properties, ground water flooding is also a threat in several areas around the village. These same factors would also indicate that in the village, it is likely to be the effect of flooding from combinations of these threats. It is also likely that the duration of any future flood event could be very significant.

During the winter of 2020/21, EA flood alerts and warnings were in place for several weeks following the severe weather events of 23 and 27 December 2020.

1- Role Descriptions

Flood plan co-ordinator

- is aware of the current situation;
- contacts flood wardens or volunteers and advises on actions to prepare for flooding;
- liaises with the local authority, Environment Agency and other organisations;
- updates the flood wardens if the situation changes;
- maintains emergency contacts.

Flood wardens/volunteers

- act on the advice received from the flood plan co-ordinator or their assistant;
- put flood protection measures in place;
- help and advise vulnerable people and help move them to safety early if required;
- inform the community of the situation and advise them to prepare by moving cars, putting sandbags or flood boards in place etc.

2- Glossary of Terms

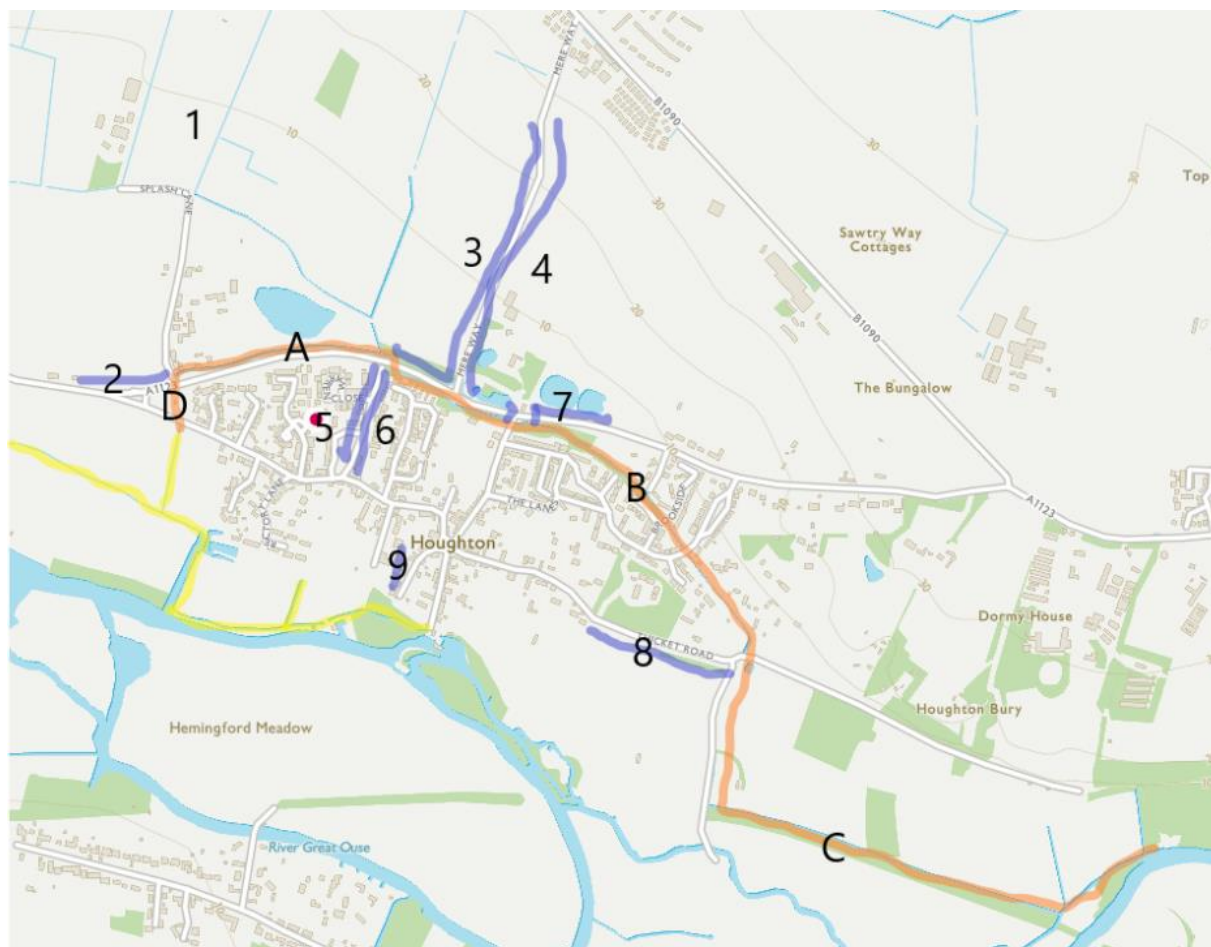
Sewage surcharge – overloading of the sewer due to infiltration of water. A surcharging sewer can result in sewer overflow at manholes and into buildings

Riparian responsibilities – The duty that landowners have to maintain watercourses / ditches and drains that pass through or form the boundary of their property.

Flood risk / frequency – This is the estimated frequency of a flood event that might take place once in a given number of years. (see annex 5)

3- Watercourses – descriptions, locations condition and upkeep

Houghton and Wyton Parish Watercourses (Village only) - No watercourses in Houghton and Wyton Parish are “awarded” watercourses



Watercourse	Map	Location	Assumed Function	Responsibility	Known Issues, observations
-------------	-----	----------	------------------	----------------	----------------------------

	Key			for Maintenance	
Back Brook – western section	A	Runs along the northern edge of A1123 from Splash Lane to culvert under A1123 close to Ware Lane.	Collects water from <ul style="list-style-type: none"> Newlands Drain (2) Washer Woman's Sluice (when operated), allowing water to be drained from fields close to Rhymers Gate Length 0.5km	EA	Needs to be regularly cleared to ensure smooth running of water
Back Brook – central section	B	Main section of Back Brook from Ware Lane to EA pumping station at Meadow Lane/Thicket Road junction	Collects water from: <ul style="list-style-type: none"> Field drainage system (1) from large area north of A1123. System involves about 6km of drainage channels, collecting water from approximately 1.4km² of sloping open farmland Drain on western side of Mere Way (3) Drain on eastern side of Mere Way (4) Drain on eastern side of Ladymere Cottage (7) Ware Lane drains (5, 6) Thicket Road drain, via the Back Brook Penstock Length 1.1km	EA	Needs to be regularly cleared to ensure smooth running of water
Back Brook – eastern section	C	Final section from EA pumping station at Meadow Lane/Thicket Road junction to main river	Enables Back Brook to be drained into the Great Ouse. Length 1.4km.	EA	None
Back Brook – dogleg to Washer Woman's Sluice	D	Short section from Washer Women's Sluice on Huntingdon Road to north side of A1123	Takes flow from Washer Women's Sluice, when operated to reduce water levels in fields by Rhymers Gate/Huntingdon Road	EA	None
Field Drainage System	1	Large area north of A1123	System involves about 6km of drainage channels, collecting water from approximately 1.4km ² of sloping open farmland north of Wyton end of village, extending west to area north of Dobbies Garden Centre. All drains converge into a single drain that then runs in a culvert under A1123 to join Back Brook near Ware Lane. Main source of Back Brook water.	Non-EA	None (not walked or inspected as it is a positive if drains become congested with vegetation, debris etc as that will hold water back)
Newlands Drain	2	Drain running from Newlands	Drain runs along A1123 to culvert under	Non-EA	None (overgrown in parts but that is a positive as

		(house) on A1123 to Splash Lane	Splash Lane where it enters Back Brook		it holds water back)
Mere Way West	3	Drain down west side of Mere Way	Runs down western side of Mere Way then turns west at the bottom of Mere Way to join the Field Drainage System (1) on the A1123 north of Ware Lane.	Non-EA	Considerable water collects in vegetation along the A1123. The final channel to the Field Drainage system is only small and looks to be little used.
Mere Way East	4	Drain down east side of Mere Way	Runs down eastern side of Mere Way, runs under Houghton Hall drive into pond on common land before entering culvert to Back Brook	Non-EA	Small diameter (100mm) plastic pipe takes the water under Houghton Hall drive.
Ware Lane West	5	Drain down west side of Ware Lane	Drain does not currently appear to join Back Brook	Non-EA	Blocked by driveways, only acts now to collect water running off road and ground nearby.
Ware Lane East	6	Drain down east side of Ware Lane	Drain joins Back Brook at the top of Ware Lane	Non-EA	Some driveways appear to block watercourse, much debris in watercourse.
Ladymere Cottage East	7	Drain running east from Ladymere Cottage	Drain runs for approximately 120m along A1123 to close to Ladymere Cottage, where it goes into a culvert under the A1123 to join Back Brook.	Non-EA	None
Thicket Road Drain	8	Drain on south side of Thicket Road from junction with Love Lane to junction with Meadow Lane	Drain runs approximately 340m east from Love Lane to a culvert under Thicket Road close to the Meadow Lane junction, and then to Back Brook Penstock. Back Brook Penstock, when open, discharges into Back Brook. Surface water in this area on Thicket Road travels in the <u>opposite</u> direction (towards Love Lane) because of the fall of the road. This surface water then joins the drain at Love Lane.	Non-EA	
School Watercourse	9	Watercourse running under school towards (?) flood bank in school grounds	Old watercourse that has been built over, little useful function now	Non-EA	

Flooding associated with the river Great Ouse may be very limited as a result of the engineered flood banks and the high levels of water management delivered by the Environment Agency. However these require regular inspection and maintenance.

In the event of failure or overtopping of the flood banks the risk to life, property damage and financial loss would be very severe.

The EA flood risk maps for river flooding indicate that the risk of flooding is possible (low risk) to large areas of occupied areas of Houghton and Wyton. The maps indicate that the source of this flooding would be from Back Brook rather than a breach in the defences protecting land and property from the main watercourse of the river Great Ouse.

Events have proved that the risk of rainwater runoff, ground water inundation and sewage surcharge are significant in many parts of the village.



Back Brook dogleg at Washerwoman's sluice

Mill Road -looking back to the Green



Flood Gate in the defences at Houghton Mill

4 Environment Agency Assets

- Washerwomen's Sluice
- Back Brook Penstock
- Thicket Road Pumping Station (+ monitoring camera)
- Houghton Mill river gauge
- Flood Gates/Barriers at Houghton Mill
- Main river sluices at Houghton Mill and as part of Houghton Lock
- Frying Pan weir



Newlands drain at Banks End



Back Brook behind Home Farm Road

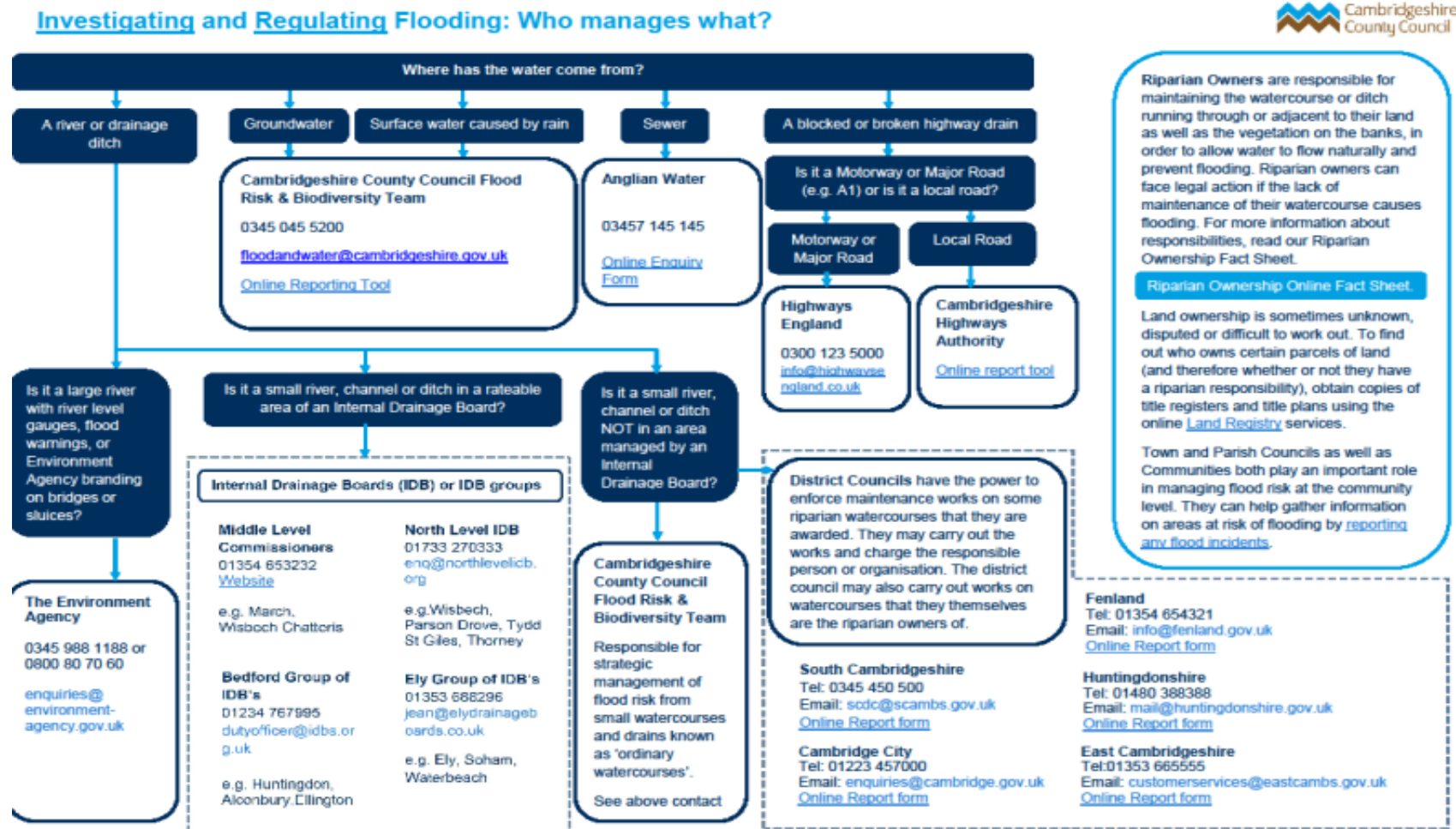


Back Brook at St Ives road and A1123



Ditches on both sides of the road on Ware Lane that feeds into Back Brook

5 – Actions to be taken during a flood: Operational flowchart from CCC



6 Flood Risk Tables

Flood Zone and flood risk tables

- [Table 1: Flood Zones](#)
- [Table 2: Flood risk vulnerability classification](#)
- [Table 3: Flood risk vulnerability and flood zone 'compatibility'](#)

Table 1: Flood Zones

These Flood Zones refer to the probability of river and sea flooding, ignoring the presence of defences. They are shown on the Environment Agency's [Flood Map for Planning \(Rivers and Sea\)](#), available on the Environment Agency's website, as indicated in the table below.

Flood Zone	Definition
Zone 1 Low Probability	Land having a less than 1 in 1,000 annual probability of river or sea flooding. (Shown as 'clear' on the Flood Map – all land outside Zones 2 and 3)
Zone 2 Medium Probability	Land having between a 1 in 100 and 1 in 1,000 annual probability of river flooding; or land having between a 1 in 200 and 1 in 1,000 annual probability of sea flooding. (Land shown in light blue on the Flood Map)
Zone 3a High Probability	Land having a 1 in 100 or greater annual probability of river flooding; or Land having a 1 in 200 or greater annual probability of sea flooding. (Land shown in dark blue on the Flood Map)
Zone 3b The Functional Floodplain	This zone comprises land where water has to flow or be stored in times of flood. Local planning authorities should identify in their Strategic Flood Risk Assessments areas of functional floodplain and its boundaries accordingly, in agreement with the Environment Agency. (Not separately distinguished from Zone 3a on the Flood Map)